

3 December 2015

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TO : PRS PROVIDERS / INSTITUTIONAL PRS ADVISERS / CORPORATE PRS ADVISERS

ATTN : CHIEF EXECUTIVE OFFICER / AUTHORISED REPRESENTATIVES

Dear Sir/Madam,

Private Retirement Scheme (PRS) Examination Schedule – January 2016

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
9 Jan 2016 (Saturday)	28 Dec 2015 (Monday)	Universiti Utara Malaysia (UUM), Kuala Lumpur	10.00am – 11.30am (1.5 hours)	200
18 Jan 2016 (Saturday)	4 Jan 2016 (Monday)	University of Malaya (UM), Kuala Lumpur	10.00am – 11.30am (1.5 hours)	200
		Penang (To be advised)		200
		Sabah (To be advised)		200
23 Jan 2016 (Saturday)	11 Jan 2016 (Monday)	University of Malaya (UM), Kuala Lumpur	10.00am – 11.30am (1.5 hours)	200
		Johor (To be advised)		200
		Sarawak (To be advised)		200

Kindly take note that the above PRS Examination will be conducted in three (3) languages, i.e. English, Bahasa Malaysia and Chinese. The PRSE schedule closing date will be two weeks before the examination date.

You are advised to refer to the attached Notes to Candidates for the PRS Examination. The PRS Examination fee is as follows:

Type of Fee	Amount (RM)	GST of 6% (RM)	Amount including GST (RM)
PRS Examination Fee	170.00	10.20	180.20

Should you have any questions, please contact Ms Aini (ext 326) or Ms Valli (ext 325), Business Registration Department at 63-20932600.

Thank you.

Yours sincerely,
Federation of Investment Managers Malaysia



TAN LEE KIEW
Manager, Business Registration

Candidates are advised to take note of the following requirements as well as policies and procedures for the PRS Examination

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| 1. General Information on PRS Examination | <ul style="list-style-type: none"> • Number of questions: 40 (multiple-choice) • Duration: 90 minutes • Passing mark: 70% • Language: English only. Examination at Bahasa Malaysia and Chinese will be introduced with effect from 27 June 2012. |
| 2. Candidate Examination No. and Admission Ticket | <ul style="list-style-type: none"> • Upon successful registration for a PRS Examination session, candidates are required to obtain their respective Candidate Examination No. from the PRS Director (PRD), the National PRS Advisor (NPA) or Composite PRS Advisor (CPRA) or valid (they are required) financial institution referred to as "relevant company's" Admission Ticket will be issued to candidates prior to the examination. • Candidate Examination No. is required to take the PRS Examination. Please ensure that this you have the number ready prior to the examination. |
| 3. Location and Time | <ul style="list-style-type: none"> • The dates and locations for the respective sessions, study your appointment card and check PRS Examination. • Allow yourself plenty of time to get to the PRS Examination Centre (PROM) approximately 30-45 minutes prior to examination centre prior to examination day to familiarise with traffic patterns, parking availability, and public transportation options or arrangements. • Candidates should arrive at the PRS Examination Centre at least 10 minutes before the start of the examination period. Candidates arriving at the PRS Examination centre later than 10 minutes after the examination has started will not be admitted. |
| 4. Examination Site Coordinator (ESC) | <ul style="list-style-type: none"> • ESC will be stationed in the examination rooms to assist candidates and ensure that availability of staff to the PRS Examination requirements, policies and procedures. Should you require any assistance, please approach ESC for help. Questions concerning the content of PRS examination will not be entertained. • Candidates should listen carefully to and understand the instructions and directions given by ESC. |
| 5. Admission and Attendance | <ul style="list-style-type: none"> • Candidates must present their original Admission Ticket together with original identity document (i.e. Identity Card or Passport (for verification)) before admission into the examination room. The ESC will deny admission to anyone who does not possess a valid Admission Ticket and identity document. • The following information will be verified by ESC before admission into the examination room: <ul style="list-style-type: none"> (a) Candidate's Full Name; (b) IC No. or Passport No. and (c) Candidate Examination No. (to be obtained free of charge company or institution No. 1) • Candidates with name (a) and (b) not matching or corresponding to those printed on their identity documents will be barred from entering the examination room. Such candidates will be treated as absent. No refund will be given. • All candidates must sign on the Attendance Slip for their attendance registration purposes. Filing which, candidates will be considered as absent. |
| 6. Things Allowed to Bring into Examination Room | <ul style="list-style-type: none"> • Candidates are only allowed to bring with you Identity Card (or Passport) and examination calculator and pen(s). Other personal belongings such as handbags, handphones (fully switched off), books and papers are to be left at a designated place as instructed by the ESC. • Neither PROM, the examination centre nor ESC will assume responsibility or liability for any loss, theft, or damaged of your personal property. |

7. **Attendance/Results**
- The result will be made available to you on the relevant company day you enrolled into within one month from the examination date.
8. **Misconduct**
- Candidates found to misbehave during the examination from examples: disturbing other candidates, giving or receiving help, writing or re-writing the examination questions during a time not authorized by the SSC or attempting to show answers during other written examination and/or issued paper from the examination center, taking part in an act of dishonesty or other forms of cheating, failure to follow the SSC's instrument, or not complying with FIMM's requirements, policies or procedures, etc. may be disqualified from the examination system. In addition, you may be subjected to other forms of penalties or sanctions including voiding of examination result and suspension or revocation of your rights to sit for PRS Examination.
9. **Restoration of Rights during Emergency**
- FIMM may decide to change the date, time, or conditions of the administration of the examination, or curtail the administration of the examination, as deemed to avoid the potential health and safety risks to the benefit of all participants, administration centers or centers of FIMM, or in sole and absolute discretion, determine that any such action is needed to prevent the integrity of the PRS Examination, or further administration of the examination or subsequent processing of its results is hindered by any factor that could not be reasonably prevented by the FIMM, including acts of God or other natural disasters and a military authority. FIMM is not responsible or liable for any loss or other consequences arising from the abnormal events which are beyond its control.
 - Should there be any changes or cancellations of examination activities or results due to the abnormal event, the relevant company will be notified and will have to register for another PRS Examination session at no additional cost. Such registration must be submitted to FIMM within one month from the examination date.
10. **Policy Changes**
- FIMM may change the requirements, policies, and procedures governing the PRS Examination from time to time. Changes, if any, will be incorporated in future issues and the current issue will be available to all relevant companies.
 - Candidates are advised to check with respective relevant company to ensure that the latest version of the "Notes to Candidates" is made use of.
11. **Appeal**
- Request for appeal, if any, must be submitted in the relevant company and received by FIMM within 14 days from the date of the examination result. The appeal request should be accompanied with a payment of RM2000 as processing fee. Fees contact the relevant company for further details and procedures.
 - Request for appeal received by FIMM later than 14 days will not be considered.